

**CITY OF SANTA MONICA  
CIVIL ENGINEERING DIVISION**

**TENTATIVE MAP SUBMITTAL REQUIREMENTS**

The following items are required for submission and review of a Tentative Map:

1. Applicant's name, phone number, email address and the site address.
2. PDF or printed copy of the Tentative Map - When printed, the map must be of a size that ensures that all lettering is a minimum of 1/8" in height, clear, legible, and reproducible.
3. Preliminary Title Report issued by a title company within the last 3 months. The title report must include Schedule A and Schedule B.
4. Civil Engineering plan check fees (effective **7/1/2016**)
  - a. **\$2086.83** for tentative map review, or
  - b. **\$543.51** for tentative map revision after approval

Submit by email to [PWPermits@smgov.net](mailto:PWPermits@smgov.net) or in person at the below address.

Santa Monica City Hall  
Public Works Counter  
1685 Main Street, Room 113, Santa Monica, CA 90401

Direct any subdivision related questions to Paul McClaren at (310) 458-8737 or to Greg de Vinck, P.E. at (310) 458-8733.

**Note: Review of the tentative map may take up to one month per round. Please plan accordingly. Once the map has been deemed approvable by the City Engineer you will need to submit two bond copies for signature. Please review our Tentative Map Checklist for technical requirements.**